

MINUTES OF APRIL 24, 2001  
PARAMEDIC TASK FORCE MEETING  
California Highway Patrol Academy  
Sacramento, CA

| <u>MEMBERS<br/>PRESENT</u>   | <u>EMSA STAFF<br/>PRESENT</u>                  | <u>ALTERNATES<br/>PRESENT</u>  | <u>MEMBERS<br/>ABSENT</u>  | <u>ALTERNATES<br/>ABSENT</u>  |
|--|--|--------------------------------|--|---|
| Debbie Becker<br>Sabina Imrie<br>Dave Magnino<br>Jan Ogar<br>Kevin White | Bonnie Sinz<br>Nancy Steiner<br>Connie Telford | Linda Anderson<br>Kym Mitchell | Dean Anderson<br>Bill Bower<br>Bill Cody<br>Carol Gunter<br>Jim Holbrook<br>Bill Koenig<br>Kevin Rittger<br>Kathy Sher<br>Sam Stratton | Nancy Eubanks<br>Nancy Justin<br>Dick Mayberry<br>Mike Metro<br>David Nevins<br>Frank Pratt |

**I      Review and Approval of February 27, 2001 Meeting Minutes**

The minutes were not available at this meeting. They will be reviewed at the June 27, 2001 meeting.

**II      Setting of the Agenda**

There were no changes to the agenda. It was announced that Kym Mitchell is replacing Marshall Morton as the representative for the California Highway Patrol.

**III      Information on Proposed Regulatory Action**

Nancy Steiner updated the PTF members on the status of the proposed "Standards for Revocation/Denial" of a paramedic license and the "Recommended Guidelines for Disciplinary Orders and Conditions of Probation". The Notice of Regulatory Action was accepted by the Office of Administrative Law (OAL) and the "Standards" and "Guidelines" will be mailed out Friday, April 27, 2001 for a 45-day public comment period. They will also be posted on the EMSA website. The public hearing will be on June 11, 2001, which is the last day of the comment period. Any comments received will come back to the PTF to review and make changes if necessary. If any changes are made there will be another 15-day comment period on the changes only. The proposed regulations will be presented to the Commission on EMS at the September Commission meeting.

**IV      EMS Performance Measurement Process**

Bonnie Sinz distributed to the PTF members:

?? comments she had received on the proposed regulation changes from the California Fire

Chiefs Association (CFCA), OAL, and Paula Rashi from Los Angeles County;

- ?? a copy of "Developing Indicators for EMS System Evaluation and Quality Improvement" which was developed by the Mountain Valley EMS Agency in collaboration with Los Angeles County and North Coast EMS through a grant project;
- ?? the LA County monitoring instrument used for QI review of their EMS providers;
- ?? draft guidelines and key points for discussion of "Emergency Medical Services Performance Measurement System Guidelines" for the PTF to use as a starting point for discussion. (The reference materials used for this document were the NHTSA Leadership Guide to QI and Chapter 3 from the IAFF book "Measuring Quality and Effectiveness in Prehospital EMS Systems".)

She also informed the PTF members that the Data Vision Group will be sponsoring a class regarding data and QI which will be conducted by NHTSA. The date has not been determined yet, probably late summer in Sacramento. Nancy Steiner will query the members of the PTF to see if any are interested in attending.

Some of the PTF members had heard from some constituent groups that the current title, Emergency Medical Services Performance Measurement System (EMSPMS), would not be acceptable. After some discussion it was renamed Emergency Medical Services System of Performance Measurement (EMSSPM).

#### -Review of CFCA comments on proposed regulations

Their comment on Section 100173 (4)(A), Provide the local EMS agency with an annual report on the EMSPMS, was *What does this report contain? This should be spelled out in outline fashion or in a way the provider and agency understands clearly what the annual report should contain.* After discussing whether this information should go into regulations or into the guidelines, the PTF members agreed that the indicators that need to be addressed would be more clearly defined in guidelines that will be incorporated by reference into the regulations. Also, that language would be added to Section 100173 that this report should be a summary of how the service provider's EMSSPM addresses the indicators listed in Section 100136.

Section 100173 (4)(C). CFCA requested added language to say, *if through the EMSSPM system, the paramedic, employer, or medical director of the local EMS Agency, in the absence of an employer medical director, determines that a paramedic needs additional training, observation or testing, the employer must create a specific targeted program of....* The PTF reworded this section to refer more specifically to the "system" in instances of identified need for improvement, rather than to an individual, with a reference that clinical issues would require the involvement of the local EMS Medical Director or designee. The same language will also be put into Section 100174 (e) in reference to an MICN.

#### -Review of comments from Office of Administrative Law

The EMS Authority contacted OAL for advice regarding the acceptability of some of the language in the proposed Performance Measurement Process, specifically, the phrase "**As an integral partner**, develop and coordinate...". OAL responded that they would have to agree with concerns that it is unclear what is meant by the phrase "As an integral partner". The terminology "As an integral partner" was reworded to, "in cooperation with other system participants" in

-Review of comments from Paula Rashi, Los Angeles County

*Section 100172 and 100173.* There was concern that the regulations stated that the EMSSMP be "approved and reviewed no more than every five years". The regulations will be clarified to state "approved and reviewed at least every 5 years". The Authority or the local EMS Agency will have the ability to review the system more often if they need to.

*If the base hospitals are going to be responsible for the same items as the local EMS Agencies and providers, then the providers should have the same responsibilities i.e., under 100174 (13).* The language under 100173 (7) and 100174 (13) will be the same for both the base hospital and the service provider (...shall include making available all relevant records for program monitoring and evaluation).

*Further, I feel that the task force should have a base hospital administrative representative.* When the PTF was started Jan Ogar fulfilled this capacity, and although she doesn't work in this capacity any longer she is still in touch. The hospitals will have the ability to make comments during the comment period.

-Review of draft of proposed changes to the EMSPMS (formerly CQI)

Bonnie Sinz will make the changes discussed and send to the PTF members on the list serve.

The PTF began discussion on the draft EMSSPM guidelines that Bonnie Sinz prepared as a starting point for discussion. The PTF agreed that the guidelines would initially reference the "NHTSA Leadership Guide to QI" and the IAFF book "Measuring Quality and Effectiveness in Prehospital EMS Systems" for agencies to use in developing and maintaining an EMSPMS. The definitions will be moved to the beginning of the document. The PTF discussed the 9 performance indicators and expanded them to include more detail. Bonnie will place the details under the appropriate agency/individual in a chart which includes 4 system participants (the EMS Authority, the local EMS Agency, the service provider and the individual) and send to the PTF members on the list serve for review at the next meeting.

**V      Schedule Next Meeting**

-Normal meeting date would be Tuesday, May 29, 2001 (day after Memorial Day)

Because the regularly scheduled meeting followed the Memorial Day Holiday the PTF members agreed to hold the next meeting on Wednesday June 27, 2001 in Burbank.

**VI      Adjournment**

The meeting adjourned at 3:15 p.m.